

City of Las Vegas

PURCHASING & CONTRACTS

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KATHLEEN C. RAINEY
MANAGER

CINDY WHITE, C.P.M.
CONTRACTS SPECIALIST

REQUEST FOR PROPOSALS (RFP) RFP NO. 040180-CW AUDIO/VISUAL DESIGN AND INSTALL

SCOPE OF WORK: The City of Las Vegas is soliciting proposals from interested parties ("Offerors") to provide design, equipment and installation for audio/visual requirements at the City's Water Pollution Control Facility located at 6005 E. Vegas Valley Drive, Las Vegas NV 89142.

PRE-PROPOSAL CONFERENCE: A pre-proposal conference will be held on Thursday, July 15, 2004 at 10:00 a.m. at the Water Pollution Control Facility's O&M Building located at 6005 E. Vegas Valley Drive, Las Vegas NV 89142. The purpose of this conference is to discuss the Request for Proposals document and any prospective Offeror concerns.

PROPOSAL OPENING: All proposals must be received in the office of the City Clerk, First Floor, City Hall Complex, 400 Stewart Avenue, Las Vegas, NV 89101-2986 on Thursday, August 5, 2004. Proposals must be time-stamped at 1:30 p.m. or before; proposals time-stamped at 1:31 p.m. or after, will be returned to the Offeror and will not receive further consideration in the evaluation process. Proposals are not publicly opened, in accordance with NRS 332.061 2.

THE RFP CAN BE OBTAINED at the Office of the Purchasing and Contracts Division for a non-refundable charge of \$5.00. If documents are to be mailed, there will be a charge of \$5.00 for postage and handling. Checks are to be made payable to City Treasurer, City of Las Vegas.

Any questions regarding this solicitation should be submitted in writing by Friday, July 23, 2004 to the attention of Cindy White, Contracts Specialists at fax (702) 384-9964.

Prospective Offerors are hereby notified that this notice and all related RFP documents will be made available on a Telecommunications Device for the Deaf (TDD) or in an alternate format (audio or Braille) upon request to the Purchasing and Contracts Division, telephone number (702) 229-6231 or (702) 386-9108 (TDD). Potential Offerors may also visit the City's web site at www.lasvegasnevada.gov/bids.

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